



City of NORFOLK

C: Treasurer, City of Norfolk

To the Honorable Council
City of Norfolk, Virginia

May 24, 2016

From: Bernard A. Pishko, City Attorney

Subject: An ordinance approving the
July 1, 2016 through June 30, 2017
budget for the Norfolk Law Library

Reviewed: Morgan A. Whayland
Morgan A. Whayland
Assistant to the City Manager

Ward/Superward: Citywide

Approved: Marcus D. Jones
Marcus D. Jones, City Manager

Item Number: **R-15**

I. **Recommendation:** Adopt Ordinance

II. **Applicant:** City of Norfolk

III. **Description**

This agenda item is an ordinance to approve the budget for Norfolk Law Library and authorize the City Treasurer to make disbursements of up to \$260,000.00. This ordinance does not incorporate a new lease arrangement for the Law Library's occupation in the Phase 2 area of the Courthouse.

IV. **Analysis**

The ordinance is drafted in accordance with the October 1, 1987 Agreement among the City of Norfolk, the Norfolk Law Library and the Norfolk and Portsmouth Bar Association.

V. **Financial Impact**

N/A

VI. **Environmental**

N/A

VII. **Community Outreach/Notification**

Public notification for this agenda item was conducted through the City of Norfolk's agenda notification process.

VIII. **Board/Commission Action**

N/A

Form and Correctness Approved:

By [Signature]
Office of the City Attorney

Contents Approved:

By [Signature]
DEPT. City Treasurer

Pursuant to Section 72 of the City Charter, I hereby certify that the money required for this item is in the city treasury to the credit of the fund from which it is drawn and not appropriated for any other purpose.

\$ 260,000⁰⁰CITY TREASURER'S
ACCT.[Signature]
Director of FinanceAccount
5/7/16
Date

NORFOLK, VIRGINIA

ORDINANCE No.

AN ORDINANCE APPROVING THE JULY 1, 2016 THROUGH JUNE 30, 2017 BUDGET FOR THE NORFOLK LAW LIBRARY, AUTHORIZING THE CITY TREASURER TO MAKE DISBURSEMENTS AND APPROPRIATING AND AUTHORIZING THE EXPENDITURE OF UP TO \$260,000.00 BY THE NORFOLK LAW LIBRARY FROM VARIOUS SOURCES INCLUDING MONIES ASSESSED AND COLLECTED BY THE CITY AS PART OF COSTS IN CIVIL COURT ACTIONS IN ACCORDANCE WITH THE APPROVED BUDGET AND THE OCTOBER 1, 1987 AGREEMENT AMONG THE CITY, THE NORFOLK LAW LIBRARY AND THE NORFOLK AND PORTSMOUTH BAR ASSOCIATION.

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WHEREAS, the Norfolk Law Library, a Virginia non-stock, not-for-profit corporation (the "Foundation"), is presently operating a law library (the "law library") for the benefit of the general public, the members of the Norfolk and Portsmouth Bar Association and the courts of the area and has succeeded to the ownership of the books and periodicals of the law library heretofore operated by the Norfolk and Portsmouth Bar Association; and

WHEREAS, by Agreement dated October 1, 1987 (the "Agreement"), the City of Norfolk contracted with the Foundation

and the Norfolk and Portsmouth Bar Association for the control, administration, operation, maintenance, management duties, and responsibilities over the law library and the law library located in the Courts Building of the City (the "courthouse library") by the Foundation; and

WHEREAS, pursuant to the Agreement, the Foundation is willing to continue to undertake control, administration, operation, maintenance, management duties and responsibilities over the libraries; and

WHEREAS, it is the continued desire of the Foundation, the Bar Association and the City to provide the citizens of this community, the public, the bench and the Bar with a law library and courthouse library of the highest possible quality and standards; and

WHEREAS, pursuant to Section 42.1-70 of the Code of Virginia, as amended, the City has imposed and continues to impose filing fees which are collected by the clerk of the circuit and district courts and remitted to the treasurer of the City for the purposes and use of the law library; now, therefore,

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That the Norfolk Law Library budget (attached hereto) for the period from July 1, 2016 through June 30, 2017, is hereby approved.

Section 2:- That the City Treasurer is hereby

authorized to make disbursements of up to \$260,000.00 to the Norfolk Law Library in accordance with the budget approved herein and the Agreement to the extent of monies assessed and collected by the City as part of costs in civil court actions and donations to the Law Library.

Section 3:- That up to \$260,000.00 for the period from July 1, 2016 through June 30, 2017 is hereby appropriated and authorized for expenditure by the Norfolk Law Library in accordance with the budget and the Agreement and to the extent of monies assessed and collected by the City as part of costs in civil court actions and from donations.

Section 4:- That this ordinance shall be in effect from and after July 1, 2016.

BUDGET 2016-17 NORFOLK LAW LIBRARY

INCOME	
Civil filing fees (writ tax)	200,000.00
Norfolk & Portsmouth Bar Association contribution	43,000.00
Fee-based research services	1,000.00
Gifts	16,000.00
TOTAL INCOME	260,000.00
EXPENSES	
Continuations	48,663.00
Cataloging/Internet Catalog	4,000.00
COLLECTION (BOOKS & ELECTRONIC) SUBTOTAL	52,663.00
Professional development	500.00
Office supplies	200.00
Telecommunications	1,000.00
Insurance	1,800.00
Rent	78,482.00
Postage	100.00
Audit/accounting	3,000.00
Membership dues	900.00
Miscellaneous	1,500.00
OPERATING SUBTOTAL	87,482.00
Salaries	111,340.00
Payroll tax expenses	8,515.00
PERSONNEL SUBTOTAL	119,855.00
TOTAL EXPENDITURES	260,000.00